



**HOUSING AUTHORITY  
of the County of Los Angeles**

700 W. Main Street • Alhambra, CA 91801

Tel: 626.262.4510 • TDD: 855.892.6095 • www.hacola.org

**Gloria Molina**  
**Mark Ridley-Thomas**  
**Zev Yaroslavsky**  
**Don Knabe**  
**Michael D. Antonovich**  
Commissioners

**Sean Rogan**  
Executive Director

**AGENDA  
FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY HOUSING COMMISSION  
WEDNESDAY, OCTOBER 23, 2013  
12:00 PM  
10850 LAUREL AVENUE  
WHITTIER, CA 90605  
(562) 946-2425**

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**1. Call to Order**

**2. Roll Call**

**Val Lerch, Chair**  
**Alma Cibrian, Vice Chair**  
**Hope Boonshaft**  
**James Brooks**  
**Michelle-Lynn Gallego**  
**Zella Knight**  
**Henry Porter Jr.**

**3. Reading and Approval of the Minutes of the Previous Meeting**

Regular Meeting of September 25, 2013.

**4. Report of the Executive Director**

**5. Presentation**

None

**6. Public Comments**

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

**We Build Better Lives  
& Better Neighborhoods**



## **Regular Agenda**

### **7. Urban Greening Grant Application for the Growing Experience at the Carmelitos Housing Development (District 4)**

Recommend that the Board of Commissioners adopt and instruct the Chairman to sign the attached Resolution approving the Urban Greening Grant application for submission to the State of California Strategic Growth Council, and authorize the Executive Director or his designee to take any and all actions required for the implementation of the Urban Greening Grant; authorize the Executive Director or his designee to accept and incorporate, if awarded, up to \$50,000 in funds provided through the Urban Greening Grant into the Housing Authority's approved Fiscal Year 2013-2014 budget, and to execute any documents required for this purpose; find that the submission of a grant application is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the action is not defined as a project under CEQA. (APPROVE)

### **8. Housing Commissioners may provide comments or suggestions for future Agenda items.**

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 700 W. Main St., Alhambra, CA 91801. Access to the agenda and supporting documents are also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least (3) business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (626) 586-1504, or by e-mail at [donna.delvalle@lacdc.org](mailto:donna.delvalle@lacdc.org), from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES  
MINUTES FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY HOUSING COMMISSION

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Wednesday, September 25, 2013.

The meeting was convened at 711-737 W. Jackman Street, Lancaster, CA 93537.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Val Lerch at 12:08 p.m.

<b><u>ROLL CALL</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Henry Porter	X	
Val Lerch, Chair	X	
Zella Knight		X
Hope Boonshaft		X
James Brooks	X	
Alma Cibrian, Vice Chair	X	
Michelle-Lynn Gallego		X

**PARTIAL LIST OF STAFF PRESENT:**

Emilio Salas, Deputy Executive Director  
Maria Badrakhan, Director, Housing Management  
Matt Fortini, Director, Administrative Services

**GUESTS PRESENT:**

None

**Reading and Approval of the Minutes of the Previous Meeting**

On Motion by Commissioner Porter, seconded by Commissioner Cibrian, the Minutes of the Regular Meeting of August 28, 2013 were approved.

#### **Agenda Item No. 4 – Report of the Executive Director**

Deputy Executive Director Emilio Salas reported the following:

Mr. Salas welcomed the Housing Commissioners to Lancaster Homes. He introduced Arlene Black, North County Area Manager.

Arlene Black, Area Manager welcomed the Housing Commissioners to Lancaster Homes. The facility has 120 Units of Senior and Disabled Housing. Ms. Black introduced, Luda George, Property Manager, Melvin Batrezchavez, Maintenance Supervisor and Sherilyn Wilson, Resident Manager.

Mr. Salas stated that the Community Development Foundation (CDF) will be hosting their annual Run for the Fund event on Thursday, September 26, 2013 at Almansor Park in the City of Alhambra. The annual event raises funds to support the scholarships for Housing Authority residents.

Mr. Salas announced that recently a graduation was held to present an escrow check to a Family Self Sufficiency (FSS) participant in the amount of \$41,000.

Mr. Salas informed the Housing Commissioners on the current issues with the budget shortfall. The Housing Authority has cancelled approximately 300 applications and suspended 114 vouchers. All lease up activities have been frozen with the exception of VASH and project based commitments. We were originally projected to utilize all reserves in December, but due to fluctuations; the projections have been changed and the Housing Authority now anticipates a shortfall of \$1.1 million. We have met with the HUD Shortfall Prevention Team and we recently submitted an application for emergency funding.

#### **Agenda Item No. 5 - Presentation**

Betsy Lindsay, Manager, Program Compliance Unit – Resident Services Program Overview.

#### **Agenda Item No. 6 - Public Comments**

None

#### **Regular Agenda**

**On Motion by Commissioner Knight seconded by Commissioner Porter and unanimously carried, the following was approved by the Housing Commission:**

APPROVE HEALTH PLANS  
(ALL DISTRICTS)  
AGENDA ITEM NO. 7

1. Recommend that the Board of Commissioners approve the combined payment with the Community Development Commission of the employer-paid medical subsidy for the 2014 calendar year to Health Net and Kaiser, at an estimated cost not to exceed \$500,000.
2. Recommend that the Board of Commissioners authorize the Housing Authority to fund all Calendar Year 2014 health plan costs using funds included in the approved Fiscal Year 2013-14 budget and funds to be approved through the annual budget process for Fiscal Year 2014-15, as needed.
3. Recommend that the Board of Commissioners find that approval of the employee health plans for the 2014 calendar year is not subject to the provisions of the California Environmental Quality Act (CEQA) because the activities are not defined as a project under CEQA.

**Agenda Item No. 8 – Housing Commissioner Comments and Recommendations for Future Agenda Items**

Commissioner Brooks welcomed everyone to Lancaster. He stated that he had the opportunity to take a tour of the Business Technology Center (BTC) in Altadena. He was very impressed with the Community Development Commission and their assistance with the development of careers and technology.


Commissioner Porter asked, what would be the impact to the residents regarding the shortfall and possible decrease in income due to Obamacare. He asked if the Commission/Housing Authority will be providing any educational opportunities to the residents regarding the various issues going on with the shortfall and decrease of income.

Commissioner Cibrian thanked staff for hosting the meeting in Lancaster. She also stated that she is looking forward to the Run for the Fund event and that she will be participating.

Commissioner Lerch thanked staff for their continued work and he also stated that he will be participating in the Run for the Fund event.

On Motion by Commissioner Porter and seconded by Commissioner Cibrian, the Regular Meeting of September 25, 2013 was adjourned at 1:02 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
SEAN ROGAN  
Executive Director  
Secretary –Treasurer

# Housing Authority - County of Los Angeles

October 23, 2013

FOR YOUR INFORMATION ONLY

TO: Housing Commissioners

FROM: Margarita Lares, Director  
Assisted Housing Division

*Margarita Lares*

RE: **FSS PROGRAM UPDATE – SEPTEMBER 2013**

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Housing Choice Voucher Program Participants achieve economic independence and self-sufficiency.

## ACTIVITIES

NUMBER CURRENTLY ENROLLED	587	As of September 1, 2013
NEW ENROLLMENTS	18	FSS Participants Enrolled
CONTRACTS EXPIRED	2	FSS Contracts Expired
DIRECT ASSISTANCE REFERRALS	196 30 465 29 84 24 5 5 133 268 5	Workforce Centers Home Ownership Program/Seminars/workshops Job referrals Educational/Vocational Services Credit Repair Services Financial Literacy Individual Deposit Accounts Transportation Assistance Health & Food Services Other Social Services Youth Services
OUTREACH & COMMUNITY EVENT	1 1 1 1	Building Community Partnership Meeting, hosted by the Department of Child and Family Services FSS Presentation at Norwalk DPSS Meeting True Last Connection(TLC) Meeting at Downey Unified School District FSS Staff Hosted the Clearpoint Budgeting Workshop
GRADUATIONS	1	Graduation
Pending Graduations	4	Requests to Graduate received

If you have any questions, please feel free to contact me at (626) 586-1671.

ML:MP:dt

Attachment

## FAMILY SELF-SUFFICIENCY (FSS) REPORT SUPPLEMENT

Listed below are brief descriptions of each category in the monthly FSS Report.

1. **Number Currently Enrolled** – Current number enrolled on the FSS program as of the date the FSS Report is presented.
2. **New Enrollments** - The number of Participants enrolled in the FSS program with an effective date on the month the FSS Report is presented.
3. **Contract Expired** – The number of participant contracts that expired at the end of the month prior to the FSS Report presented.
4. **Direct Assistance Referrals** – Referrals sent to FSS participants based on their requests and or the participant's goals needed to be accomplished prior to successfully completing the program.
5. **Outreach and Community Events** – Information that was shared with FSS participants and or events or meetings the FSS Coordinators attended.
6. **Graduations** – FSS participants that graduated last month.
7. **Pending Graduations** – FSS participants who have requested to graduate and are pending review of successful completion of goals.

# Contract Status Report

FOR YOUR INFORMATION ONLY

**Project Filter Options**  
**Program:** All Programs  
**Department:** All Departments  
**District:** All Distr. **Dev. Stage:** All Stages

**Proj. Manager:** All Managers  
**Team Member:** All Team Members  
**Fund Source:** All Funds

District Project Name		Contractor Name	Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	Status Pending Action / Forecast
1st	Foothill Villa Kitchen and Bathroom Rehab corrections by <u>Tracker #:</u> TP003075	C. A. S. General Contractor		\$658,382\$674,526	2%	\$662,433	98%	Contractor to complete punch list 10/01/13. We will then set up a punch inspection before project closeout.
1st	Nueva Maravilla Child Care Rehab <u>Tracker #:</u> TP003283	Torres Construction	\$127,932	\$127,932	0%	\$127,932	100%	Torres Construction did not agree with the MOD that liquidated damage was assessed for \$21,000. Payment for the playground equipments and site work was processed and the building rehab payment is on hold. CMD received one stop notice from Contrnrac Floors Inc. and HM is to look into the filing date of the Notice of Completion.
1st		Torres Construction	\$183,242	\$165,362	-10%	\$165,362	100%	
1st		Torres Construction	\$2,526	\$2,526	0%	\$0	0%	
2nd	11431 - 63 (Big) Normandie Avenue Drainage Repair <u>Tracker #:</u> TP003285	C. A. S. General Contractor	\$334,500	\$334,500	0%	\$180,075	54%	Modifications on the civil drawings (drainage plans) were made and approved by Building & Safety. CAS resumed work on 9/16 and is making progress working on the green areas. There have been several RFIs in regards to the unforeseen conditions and change orders were submitted for approval. CMD will provide a summary of items and present to the HM for review & approval. Per CASS' updated schedule, substantial completion date is 10/31/2013.
2nd	JOC #4 - South Scattered Sites Heater Replacement <u>Tracker #:</u> TP003358	Mackone Development Inc.	\$114,013	\$202,123	77%	\$114,013	56%	The remaining 10 heaters are complete. Final inspection with B&S will be September 30. The contractor is also addressing the correction notice for the 1st 37 units. We are targeting to close the project by Oct. 18.
TOTALS:			\$1,420,594	\$1,506,969	6%	\$1,249,814		





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Commissioners

**Sean Rogan**  
Executive Director

October 23, 2013

Honorable Housing Commissioners  
Housing Authority of the  
County of Los Angeles  
700 West Main Street  
Alhambra, California 91801

Dear Commissioners:

**URBAN GREENING GRANT APPLICATION FOR THE GROWING EXPERIENCE AT  
THE CARMELITOS HOUSING DEVELOPMENT  
(DISTRICT 4)**

**SUBJECT**

This letter recommends the submission of an Urban Greening Grant application to the State of California Strategic Growth Council for up to \$50,000 in grant funds made available under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84). The grant will be used to fund enhancements of the Growing Experience community garden at the Carmelitos housing development, located in the City of Long Beach.

**IT IS RECOMMENDED THAT YOUR COMMISSION:**

1. Recommend that the Board of Commissioners adopt and instruct the Chairman to sign the attached Resolution approving the Urban Greening Grant application for submission to the State of California Strategic Growth Council, and authorize the Executive Director or his designee to take any and all actions required for the implementation of the Urban Greening Grant.
2. Recommend that the Board of Commissioners authorize the Executive Director or his designee to accept and incorporate, if awarded, up to \$50,000 in funds provided through the Urban Greening Grant into the Housing Authority's approved Fiscal Year 2013-2014 budget, and to execute any documents required for this purpose.

3. Recommend that the Board of Commissioners find that the submission of a grant application is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the action is not defined as a project under CEQA.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of this action is to authorize the submission of an Urban Greening Grant application to be funded by Proposition 84 through the State of California Strategic Growth Council for the Growing Experience at the Carmelitos housing development.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund. If awarded, up to \$50,000 in Proposition 84 funds will be incorporated into the Housing Authority's approved Fiscal Year 2013-2014 budget. Funds will be released from the State of California Strategic Growth Council on a reimbursement basis.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Growing Experience at the Carmelitos housing development is an award-winning 7-acre urban farm and community garden. Prior to 1996, the site was unattended, littered with debris, shopping carts and overgrown weeds. The Housing Authority has since developed this parcel to include a community garden with 60 individual raised plots, a commercial greenhouse, and approximately 4.5 acres of sustainable crop production. The Growing Experience provides skills development in green careers including urban agricultural related enterprises and drought-tolerant landscaping. The Growing Experience also operates a Community Supported Agriculture (CSA) program that provides sustainably grown fruits and vegetables to Carmelitos and neighboring residents at a low cost.

The proposed Urban Greening Grant will allow the Growing Experience to create a one half-acre demonstration "Food Forest." This "Food Forest" will grow drought-tolerant and nutritious fruits and vegetables in a manner similar to a natural forest. Rather than utilizing water intensive growing methods, the "Food Forest" allows fruits and vegetables to grow naturally and with minimal maintenance once planted. Additionally, a walking trail for the residents' enjoyment will be added along the "Food Forest". The "Food Forest" will complement the goals of the Growing Experience by serving as a community resource for nutrition education, providing fresh produce, expansion of green space, and enhance the health of the Carmelitos residents and the surrounding community.

**ENVIRONMENTAL DOCUMENTATION**

The action is not a project pursuant to CEQA because it is an activity that is excluded from the definition of a project by Section 15378 (b) of the State CEQA guidelines. The proposed action is an administrative activity of government which will not result in direct or indirect physical change to the environment.

**IMPACT ON CURRENT PROJECT**

If awarded, the Urban Greening Grant will enhance one half-acre of the Growing Experience with a "Food Forest." The "Food Forest", while providing open green space, fruit and vegetables to local community members, will also provide opportunities for recreational and community social interaction. These improvements will serve to further enhance the lives of Housing Authority residents and to the surrounding community.

Respectfully submitted,



SEAN ROGAN  
Executive Director

Enclosures

RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES APPROVING  
THE APPLICATION FOR GRANT FUNDS FOR THE URBAN GREENING GRANT  
PROGRAM UNDER THE SAFE DRINKING WATER, WATER QUALITY AND SUPPLY,  
FLOOD CONTROL, RIVER AND COASTAL PROTECTION BOND ACT OF 2006  
(PROPOSITION 84)

WHEREAS, the Legislature and Governor of the State of California have provided funds for the Urban Greening Grant program; and

WHEREAS, the Strategic Growth Council has been delegated the responsibility of the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the Strategic Growth Council require a resolution certifying the approval of application(s) by the Applicants governing board before submission of said application(s) to the State; and

WHEREAS, the applicant, if selected, will enter into an agreement with the State of California to carry out the project;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Los Angeles (Housing Authority) does hereby:

1. Approve the filing of an application for the Growing Experience at the Carmelitos housing development in Long Beach;
2. Certify that the Housing Authority understands the assurances and certification in the application; and
3. Certify that the Housing Authority will have sufficient funds to operate and maintain the project consistent with the land tenure requirements; or will secure the resources to do so; and
4. Certify that the Housing Authority will comply with the provision of Section 1771.8 of the State Labor Code regarding payment of prevailing wages on projects awarded Proposition 84 Funds; and
5. If applicable, certify that the project will comply with any laws and regulations including, but not limited to, legal requirements for building codes, healthy and safety codes, disabled access laws, environmental laws and, that prior to commencement of construction, all applicable permits will have been obtained; and

6. Certify that the Housing Authority will work towards the Governor's State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1.
7. Authorize the Executive Director of the Housing Authority, or his designee, to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

APPROVED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Los Angeles on this \_\_\_\_ day of \_\_\_\_\_, 2013.

ATTEST:

SACHI A. HAMAI  
Executive Officer-Clerk of the  
Board of Commissioners

COUNTY OF LOS ANGELES  
MARK RIDLEY-THOMAS

By: \_\_\_\_\_  
Deputy

By: \_\_\_\_\_  
Chairman, Board of Commissioners

HOUSING AUTHORITY OF THE  
COUNTY OF LOS ANGELES  
SEAN ROGAN

By: \_\_\_\_\_  
Executive Director

APPROVED AS TO FORM:

JOHN F. KRATTLI  
County Counsel

By: \_\_\_\_\_  
Deputy